

**State Executive Council (SEC) Executive Committee Meeting  
Virginia Department of Taxation  
1957 Westmoreland Street  
Richmond, VA  
March 19, 2015**

**Attending:**

William A. (Bill) Hazel, Jr., M.D., Secretary of Health and Human Resources  
The Honorable Richard “Dickie” Bell, Virginia House of Delegates  
Margaret Schultze, Commissioner, Virginia Department of Social Services (VDSS)  
Joe Paxton, Rockingham County Administrator  
Michael Farley, CEO, Elk Hill, Inc.  
Pamela Kestner, Special Advisor on Families, Children and Poverty, Health and Human Resources  
Deron Phipps for Andrew Block, Director, Department of Juvenile Justice (DJJ)  
Jeff Aaron, Director, Commonwealth Center for Children & Adolescents (CCCA)  
Eric Reynolds, Assistant Attorney General, Office of the Attorney General  
Susan Cumbia Clare, Executive Director, Office of Comprehensive Services (OCS)  
Scott Reiner, Assistant Director (OCS)  
Marsha Mucha, Administrative Assistant (OCS)

**Guests:**

Lelia Hopper, SEC Member representing the Executive Secretary of the Supreme Court of Virginia

**Absent:**

Karen Kimsey, Deputy Director, Department of Medical Assistance Services (DMAS)

**Call to Order**

Secretary Hazel called the meeting to order at 8:30 a.m., welcomed everyone and asked for introductions. The minutes of the November 20, 2014 meeting were reviewed and approved without objection.

**Executive Director’s Report**

Mrs. Clare announced her retirement from state service effective July 1, 2015. The Executive Committee discussed whether or not to recruit for a new executive director before or after the upcoming SEC study. Members will discuss further at their next meeting.

Mrs. Clare reported on the 2015 General Assembly Session. Legislation presented and passed during the session included:

- Changing the name of the Comprehensive Services Act for At-Risk Youth and Families to the Children’s Services Act.
- Directing CPMTs to establish a process for parents or persons who have primary physical custody of a child to refer children in their care to the teams.
- Changing the term “community management team and planning team” to “community policy and management team” in a section of the Code where the terminology was incorrect.
- Amending member qualifications of SLAT to require the parent representative to have a child who has received services within the purview of CSA and eliminating requirement that local government CPMT representatives serve on a CPMT.

Mrs. Clare also reported that two studies were included in the Appropriation Act:

- A study by the Secretary of Health and Human Resources, in cooperation with the Secretary of Education to provide recommendations regarding the role and membership of the SEC. A report is due by December 1, 2015.
- A study by the SEC to examine and make recommendations for funding the educational costs for students whose placement in or admittance to state or privately operated psychiatric or residential treatment facilities for non-educational reasons has been authorized by Medicaid. A report is due by September 1, 2015.

Executive Committee members determined that the Workgroup report being presented today would meet the reporting requirement.

### **Recommendations of the RTF-Education Workgroup**

Lelia Hopper reported on behalf of the Workgroup. She reported that Workgroup members had reached consensus on the policy being reviewed today. She noted that the Workgroup spent a great deal of time discussing the process and what should occur at the time of admission to an acute care or residential treatment facility. Mrs. Hopper reported that the Workgroup elected not to recommend a policy implementation date, but recommends that the SEC consider the additional actions identified by the Workgroup that will be required before implementation can occur, i.e. amendments to DMAS regulations, amendments to performance contracts between DBHDS and CSBs, and, possibly, amendments to the Code of Virginia.

Workgroup recommendations include:

- Requiring referral of a child to the local community for assessment and planning as early as possible and prior to the child's admission to a residential treatment facility.
- Requiring that the independent team certifying the need for placement into a residential treatment facility will include the CSB.
- Developing a "universal notice" that acute facilities and residential treatment facilities will provide to families to outline service options, CSA process, parent rights and responsibilities, etc.

During discussion members agreed that work could begin, in conjunction with the Attorney General's Office, on developing the "universal notice". A progress report will be included on the September SEC meeting agenda. A workgroup should also be convened to begin looking at implementation details, actions and matters for the SEC to consider prior to implementation of the policy such as:

- clarification of "Child in Need of Services" statutory language in the context of eligibility for CSA funding (*historical information, including an Attorney General's opinion, on CHINS is available and will disseminated to members*)
- Identifying and sharing of best practices for reducing unnecessary burdens in FAPT processes.
- Identifying and addressing barriers to timely access to FAPT

After further discussion, members supported recommending to the SEC that the proposed policy be disseminated for a 60-day public comment period.

### **Adjournment**

There being no further business, the meeting adjourned at 9:30 a.m.